

POSITION DESCRIPTION

JOB TITLE: Outpatient Clinician III **DEPARTMENT:** Human Services

DIRECT REPORT TO: Behavioral Health and Clinic Manager

GRADE: 20, 24 or 25 depending on licensure and hours

SALARY RANGE: See current wage scale

POSITION: Full Time, Non Union, Non-Exempt

**A. ESSENTIAL FUNCTIONS AND GENERAL STATEMENT
OF DUTIES & RESPONSIBILITIES**

- Provide dual diagnosis treatment services to individuals, groups, and affected family members.
- Conduct substance use and/or mental health intakes/assessments and develop person-centered recovery plans.
- Provide individual and group substance use counseling, clinical consultation/supervision, and collaboration with non-certified staff.
- Perform substance use level of care assessments.
- Complete required record keeping according to state and agency requirements.
- Participate with other staff members in the diagnostic process and treatment planning.
- Monitor contracted residential substance use services authorized by the County.
- Work with consumers referred for intoxicated driver program (IDP) services.
- Participate in daytime mobile crisis response.
- Collaborate with other staff and community providers to address psychosocial needs and coordinate care.
- Participate in staff meetings, program development, quality improvement, outreach efforts, and other duties as assigned
- Conduct court ordered social histories, related investigations and provides comprehensive reports to the court or other services agencies as required.
- Knowledge of the Comprehensive Community Services (CCS) program.
- Strong interpersonal and team building skills are a priority.
- Knowledge of community resources and various prevention techniques.
- Ability to intervene in crisis situations.
- Ability to establish rapport with clients.
- Ability to exercise good judgment.
- Ability to communicate effectively orally and in writing.
- Implement consumer/client driven service plans.
- Provide consultation with community agencies and other professionals.
- Provide educational and prevention services with community groups.
- Involvement with needs assessment, program development, prioritization and evaluation.
- Other duties as assigned.

B.

QUALIFICATIONS/EDUCATION/EXPERIENCE

- Masters degree in social work, counseling, psychology, marriage and family therapy from an accredited graduate school.
- Must possess valid driver's license
- Must be or working to obtain license as a LCSW/LMFT/LPC in the State of Wisconsin.
- Must be or working to obtain license as a SAC/CSAC in the State of Wisconsin
- Must become IDP certified

This description has been prepared to assist in evaluating responsibilities, and duties, of the position. It is not intended as a complete list of specific responsibilities and duties, nor is it intended to limit duties and responsibilities to those listed. The supervisor has the right to assign, direct, and otherwise modify the duties and responsibilities listed, and the duties and responsibilities not listed, that are of a similar nature, shall not be excluded.

C. ENVIRONMENTAL WORKING CONDITIONS AND PHYSICAL DEMANDS OF THE POSITION

Office setting and community setting.

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EEOC/AA/ADA

Juneau County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer. This position description has been prepared to assist defining job responsibilities, physical demands, working conditions and skills needed. It is not intended as a complete list of the job duties, responsibilities, and/or essential functions. This description is not intended to limit or modify the right of any supervisor to assign, direct and control the work of employees under supervision. The County retains and reserves any or all rights to change, modify, amend, add to or delete, from any section of this document as it deems, in its judgment, to be proper.